



# MONTANA COUNCIL of ADMINISTRATORS for SPECIAL EDUCATION

*Leadership Advocating Support and Success for ALL Students*

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## MCASE Board Meeting Agenda

Thursday, Jan. 5, 2023 via video conference

2:00 -2:30 pm

**President:** Sara Novak

**President Elect:** Taylor Salmi

**Past President:** Michelle Halberg

**Secretary:** Jenny Malloy

**Region Representatives:** Jennifer Hickok (Region I), Lisa Von Bergen (Region II), Chelsey Rogers (Region III), Jenny Malloy (Region IV), Tim Berg (Region V)

**MCASE Standing Board Members - Don Christman (Delegate Assembly Steering Committee), Christina Olstad (MCASE Rep to MCEC Board)**

### MCASE SPECIAL BOARD MEETING:

Present: Jenny Malloy, Sara Novak, Taylor Salmi, Chelsey Rodgers, Christina Olstad, Jennifer Hickock, Don Christman, Rob Watson

President Sara Novak called the January 5, 2023 Board meeting to order at 2:07 PM via virtual meeting through Zoom.

I. Welcome – Sara

II. Recruitment Project Update and Request (Action)

Sara provided a history and an update to the Montana Recruitment Project. Kaitlyn has requested an assistant be hired to support the work of the Montana Recruitment Project under Kaitlyn. The individual person would be required to have an independent contractor's license. Since this request, Kaitlyn has submitted her resignation effective June 2023.

The assistant was requested to help with the social media needs but would not be a full time position. It was recommended by Rob that rather than an assistant position be advertised that Kaitlyn's position be advertised and hired so that she can support in training to take over the role.

Jenny recommended that the discussion of the position and hiring be brought to the full MCASE membership to discuss the need and the overall role of this position. This could be an opportunity for change. The collection of data on recruitment is important for overall accountability.

A job description should be fine tuned to ensure the direction and expectations.

OPI funds \$20,000 per year for the Recruitment Project position. Could the Sped recruitment be combined with general education recruitment? There was discussion about applying for additional funding through grants to add to the budget.

The Board discussed advertising the position to replace Kaitlyn.

Christana Olstad moved to accept Kaitlyn Sonderer's resignation letter as the Recruitment Project Director. Chelsey Rogers seconded. There was no further discussion and the motion passed unanimously.

Jennifer Hickock moved to approve the action of hiring an assistant to the Director of the Recruitment Project. A request for a second motion was requested three times by Sara Novak. The motion failed due to a lack of a second motion.

Moving forward, MCASE Board Members will work with the MCASE membership as a whole to gather feedback on the job description.

III. Next Meeting - Full MCASE Meeting, Feb. 22nd @ 4PM (Billings, MT)

There being no further business Christina Olstad moved to adjourn the meeting at 2:47 PM. The motion was seconded by Don Christman.